

BOARD CALL

Attendees:

Date:	11/18/2021
Meeting called to order:	1205
Meeting adjourned:	1300

Betsy Collins, 2021-23 President yes
 Kyle Waldron, 2021-23 Vice President yes
 Stacey Hellickson, 2021-23 Secretary no
 Jason McNew, 2020-22 Treasurer yes
 Roy Thun, 2019-23 at-large Trustee no
 Emerald Erickson, 2020-22 at-large Trustee yes
 Kristen Thornton, 2020-22 at-large Trustee no

Quorum:	yes
Approve meeting minutes from:	11/4
Motion to approve made by:	Betsy
Second made by:	Kyle
All in favor:	all
Opposed:	none
Approved:	yes

Rob Rebel, 2021-23 at-large Trustee no
 Chris Shultz, 2021-23 at-large Trustee yes
 Kathy Adams yes
 Matt Ambrusch, 2019-21 President (past President) yes

REMINDER - SURF SECRETARY TO CHECK:

- newsletter sign-ups via website go goes to the Mailchimp MASTER email list. Submissions from the website are also saved in this Google spreadsheet: <https://docs.google.com/spreadsheets/d/1p79BdUxaMcJsSmVWFqEbtwEsnUNSGwL9eqYqVL5VwaE/edit?usp=sharing>
- form block for Technical Initiative/Committee sign ups on the website goes to this Google spreadsheet: <https://docs.google.com/spreadsheets/d/1lW1m3JyXCVdXj1GtnKTBR1blqWl3YBQW62t1sKCGQ/edit?usp=sharing>
- New member tracking <https://docs.google.com/spreadsheets/d/1LqTFxfWPw2sg1ZL2UoaDRwjFLeynYdip3LuPlpjcgMU/edit#gid=0>

Recurring Updates: First Meeting of Month			
Responsible Person	Update (Y/N)	Topic	Current Status
Betsy		Review Website Inquiries	
Emerald		Social Media	Moving forward with MailChimp Emerald to review posts each Friday for following week. DB Needs - List of upcoming events, webinars, white papers, guidance - Content Wheel with assignments for each board member -Meet board members (due 11/30) -Goal = 4 posts per week
Betsy		Website Management	
Roy		SURF International	
Stacey		Membership	
Rob		Outreach	
Kathy / Matt		AEHS East	Some connections Betsy following up with two that reached out to her. Need to work with Kathy regarding people that expressed interest.
Chris		Webinar	ISRA/SustRem Panel - Chris to work with Roy to identify panel speakers. Planning for February timeframe. Chris to check with Trihydro availability. John Freeman interested in speaking Wayne Jones with Shell (Gerlinde may be able to assist with contacting) BP - David or Andrew - Roy/Kyle connections John Sohl - Chris to discuss with Kathy Chuck Newel - PFOS talks related to insitu remediation (Kyle can help start a discussion) Cathy Rockwell related to case study presented at the recent AEHS

Recurring Updates: Second Meeting of Month			
Responsible Person	Update (Y/N)	Topic	Current Status
Betsy		Review Website Inquiries	
Matt		SURF Meeting Planning	
Kathy		Newsletter	11/18 - Kathy sent articles in Word and Jacobs logo to Emerald for DBG.
Kyle		Technical Initiatives	
Roy		SustRem Planning	
Rob		Case Studies	
Jason		Treasurer Update	

New Items to the Agenda:	Name	Topic	Current Status/ Update/ Notes
Membership Meeting	Kathy	Notes and Action Items	Membership meeting notes are complete and will be posted on ClubExpress by tomorrow. Includes list of participants in meeting - do we want to reach out to these folks? Action items from meeting are as follows: <ul style="list-style-type: none"> • Contact Rick Wice about potential guest lecture opportunities at Carnegie Mellon University (Matt Ambrusch?). • Consider organizing a virtual SURF Social in between meetings (or a SURF Holiday Party) (TBD). • Conduct follow-up activities about interest in new SURF TI associated with ESG practices and sustainable remediation (Kyle Waldron). • Send Nicole Tucker name and contact information of SURFer who could participate in Suds and Science, a public outreach event held March 2022 in San Diego, California (Betsy Collins).
SURF Sponsorship and member cost changes	Kyle	Sponsorship costs vs revenue	Motion: Betsy Second: Chris; All in favor, yes all opposed, none. Motion carries

SURF Elections	Betsy	Upcoming possible elections	In January 2021, BOT discussed timing for membership, sponsorship, and voting. "Currently voting is during January at the end of the membership year so people may vote but not renew membership. Cleaner if all in same year. Discussed changing voting dates from Feb 1 through 14 - plan for it for 2022. Kathy Adams to note this change in her schedule of election steps." Clarification needed: Assume nomination window (vs. voting) would open on 2/1, correct? That way, entire process is in new membership year.	Using 2021 Election Process: Nominations page needs to be active on website on 11/30. (Email nominations to Secretary.) Assuming BOT approves 2022 schedule, KOA to send election text to Gerlinde. Gerlinde to send out email with text on 11/30. Need to include drafted At-Large role description...who has final version? Someone (who?) needs to put text from email on ClubExpress main page. Emerald/Roy to coordinate with DBG to advertise nomination start on social media
Battelle Conference in March	Roy	Possible SURF Booth	Roy to research costs to revisit during next meeting.	

Action Items from 10/2021 AEHS				
Task	Task Lead	Status	Status	Notes
FlowDesk vs Mail Chimp discussion with Gerlinde	Emerald			Discussion with Gerlinde and DGB, DGB proposal listed Mail Chimp in proposal. Why transition to FlowDesk. DGB recommended Flow Desk for use of additional functions. What are the added benefits to FlowDesk? Plan is for Jason to cancel the year payment with FlowDesk and DGB to use MailChimp now.
SURF Sponsorship	Kyle	Kyle to email out cost sheets for changes.		
SURF Sponsorship	Emerald	Emerald to notify DGB about potential student membership cost changes.		
SURF Elections	Betsy	Reach out to Stacy/Kathy/others regarding possible elections.		
Battelle Conference in March	Roy	Research costs to revisit during next meeting.		